

Achieving Bronze, Silver and Gold End-Year Report Checklist

- ☐ Coversheet
- ☐ January and March Newsletters

Bronze #1: 90 Minutes of Physical Activity Description

- ☐ A description of how students are receiving 90-150 minutes of structured physical activity each week

Bronze #1: 90 Minutes of Physical Activity Policy

- ☐ Intent
 - “All 1-6 grade students will receive 90-150 minutes of structured physical activity per week.”
 - “All kindergarten students will receive 45-75 minutes of structured physical activity per week.”
 - “The Utah State Office of Education physical education core curriculum will be taught in all grades.”
 - “Structured physical activity is defined as a planned, supervised activity where students participate in organized physical activities taught and/or supervised by teachers or other school/district personnel.”
- ☐ **Rationale**
 - Support for this policy
- ☐ **Reinforcement**
 - ☐ “This policy will be reviewed each year.”
 - ☐ Describe how this policy will be communicated to appropriate people
 - ☐ If there are any consequences to violating this policy they should be listed here

Bronze #2: Health Ed Core Curriculum Description

- ☐ A statement that all teachers are teaching the USOE health ed core curriculum

Bronze #3: Gold Medal Mile Description

- ☐ The school’s GMM goal (how many miles or the destination)
- ☐ How you collect miles (passports, beans, punch cards, etc.)
- ☐ The total miles walked to date

Bronze #4: Safe Routes – Written SNAP Plan (asterisks indicate required points)

- ☐ Location and/or description of:
 - *School
 - Towns that feed into the school
 - *Existing traffic controls
 - Example: stop signs, yield signs, traffic lights
 - *Marked crosswalks and school crossings
 - *Established school speed zones in front of the school and surrounding areas
 - Sidewalks along the student walking/biking access routes

- *Hazards
 - Example: no existing sidewalks, broken sidewalks, high speed roads, etc.
- Bus stops for students
- *Bus loading/unloading areas
- *Other vehicle loading and unloading areas
- “Stranger Danger” communication issues
 - Example: walking school buses or “eyes on the street” program
- ❑ Distribution of Plan and Training
 - *Who will receive a copy of school’s safe routes to school policy and when
 - *Communication procedures for the policy for students, faculty, parents, and surrounding community
 - Training of Walking School Bus “drivers” and crossing guards
- ❑ Maps
 - *Map 1: SNAP Map: Access Routes for students
 - *Map 2: Safe Drop-Off/Pick-Up Map
 - See below for map checklists and required elements
- ❑ Concerns
 - Issue: describe safety issues around school’s preferred walking and biking routes.
 - Discussion: describe the discussion of the complaint
 - Solution: describe what the school would like to do to solve the problem

Bronze #4: Safe Routes – SNAP Map

- ❑ Base Map
- ❑ OCD file

Bronze #4: Safe Routes – Safe Drop-Off/Pick-Up Map

- ❑ Safe Drop-Off/Pick-Up Map

Bronze #5: Tobacco Policy (all highlighted points plus two other are required)

- ❑ Include rationale to justify need
- ❑ Identify to whom it applies- students, staff, and visitors
- ❑ Identify where it applies- school buildings, grounds, athletic events, etc.
- ❑ Identify when it applies- during school and non-school hours, at school and non-school sponsored functions held on school grounds, etc.
- ❑ Prohibit Tobacco Advertising (e.g. on signs, T-shirts, or caps or through school sponsorship of school events.)
- ❑ Require that all students receive instruction on how to avoid tobacco use
- ❑ Identify access and referral to cessation programs for students and staff
- ❑ Address enforcement and violation issues
- ❑ Identify and elaborate on enforcement strategies for all students, staff, and visitors
- ❑ Identify and elaborate on roles and responsibilities of those who will be involved in enforcement
- ❑ Develop/identify consequences for violation for students, staff, and visitors. Be creative!

- ❑ Address how educational and cessation programs will be used instead of punitive programs for student violators
- ❑ Specify whether the school policy is consistent with the state and local laws.
- ❑ Discuss procedures for communicating the policy to students, all school staff, parents or families, visitors, and the community

Bronze #6: Heart Health Survey Description

- ❑ Approximate date HHS were turned in

Silver #1: PTA Health-Related Event Description

- ❑ A description of the event. Give specifics about the activity
- ❑ A description of the PTA's involvement

Silver #2: Staff and Faculty Wellness Description

- ❑ A description of the activities the faculty and staff participated in
- ❑ A description of how the activities were promoted/communicated to faculty and staff
- ❑ If applicable, a description of how faculty participation was tracked

Silver #2: Staff and Faculty Wellness Policy

- ❑ Intent
 - "Wellness activities will be made available to all faculty and staff each year."
 - Description of tobacco cessation program
 - Do not include information that is specific to this year's wellness program in the policy
- ❑ Rationale
 - Support for this policy
- ❑ Reinforcement
 - Description of how faculty and staff will be made aware of the activities each year
 - "This policy will be reviewed each year."

Silver #3: Competitive and Non-competitive Activities Description

- ❑ List of competitive activities
- ❑ List of noncompetitive activities

Gold #1: Certified PE Teacher/Specialist Policy

- ❑ Intent
 - "PE classes will be taught by certified PE teachers or specialists."
 - "A certified PE teacher or specialist is defined as a person who attends one GMS/USOE approved training each year."
 - "If PE classes are taught by classroom teachers one school representative must attend a GMS/USOE approved PE training and share the information with all classroom teachers."
- ❑ Rationale
 - Support for this policy
- ❑ Reinforcement

- How this policy will be communicated to appropriate people
- “This policy will be reviewed each year.”

Gold #2: Non-Food Rewards Policy

- Intent
 - “Food will not be given as a performance reward and will not be withheld from students as a punishment.”
- Rationale
 - Support for this policy
- Reinforcement
 - How this policy will be communicated to appropriate people
 - “This policy will be reviewed each year.”
 - If there are any consequences to violating this policy they should be listed here

Gold #3

Provide policies/descriptions for four of the following Gold #3 options

Gold #3A: Healthy Choices Policy

- Intent
 - “Healthy food and beverage choices shall be available wherever and whenever food and beverages are available outside of school meals. This includes school celebrations and events, a la carte, class parties, assemblies, fundraisers, concession stands, vending machines, school stores, etc.”
 - “Health choices must meet the following guidelines:

Nutrition Guidelines for Food

Snack items should not exceed:

- 200 calories
- 35% calories from fat (70 calories or less)
- 10% calories from saturated and trans fat (2gm or less)
- 35% calories from total sugar by weight

A la carte items should not exceed:

- 400 calories
- 35% calories from fat (140 calories or less)
- 10% calories from saturated and trans fat (4.5gm or less)
- 35% calories from total sugar by weight

In addition, it is recommended that the snacks and a la carte food items contain one of the following:

- 5gm protein per serving
- 2gm fiber per serving
- 10% of the DV for any of the following – calcium, iron, vitamin A or vitamin C

NOTE: Nutrition guidelines for food does not include legumes, nuts, nut butters, seeds, egg, cheese, vegetables (not fried), and fruits.

Nutrition Guidelines for Beverages

Beverages should be limited to:

- Water that is non-flavored, non-sweetened, non-carbonated
- 100% fruit and/or vegetable juice with no added sweeteners
- Unflavored/flavored low fat (1%) and fat free milk and milk alternatives (soy and rice) with no more than 30g carbohydrate per 8oz

Calculations:

Calories from total fat

$$\text{calories from fat} \div \text{total calories} \times 100$$

Calories from saturated fat

$$\begin{aligned} \text{grams of saturated fat} \times 9 &= \text{calories from saturated fat} \\ \text{calories from saturated fat} \div \text{total calories} &\times 100 \end{aligned}$$

Total sugar by weight

$$\text{Grams of sugar} \div \text{gram weight of product} \times 100$$

“Examples of Healthy Food and Beverage Choices:

Sunkist tuna with crackers

Snyder’s pretzels

Beef jerky –97% fat free

Yogurt and/or gogurt

String cheese

Breakfast cereal bars

Trail mix

Nuts and seeds

Fruit Rockets (applesauce w/ different flavorings)

Fruit leather

Baked chips

Pudding –low fat

100% fruit and/or vegetable juices

Cereal bowls

Nature Valley granola bars

Quaker fruit and oatmeal bars

Soymilk

Low fat or fat free milk”

□ Rationale

- Support for this policy

- Reinforcement
 - How this policy will be communicated to faculty, staff, parents, fundraising groups, PTA, and any other groups or people bringing food into the school outside of school meals
 - “This policy will be reviewed each year.”
 - If there are any consequences to violating this policy they should be listed here

Gold #3B: Team Nutrition Description

- The approximate date the school signed up as a Team Nutrition School
- A description of the nutrition education activity and how students, parents or the community were involved

Gold #3C: Nutrition education in the classroom and cafeteria description

- A description of what methods are used to teach nutrition in the classroom
- A description of what methods are used to teach nutrition in the dining room

Gold #3D: Adequate Eating Time Policy

- Intent
 - “Lunch will be served between 11:00 AM and 1:00 PM”
 - “Students will have at least twenty minutes to eat their lunch from the time students are seated.”
 - “Students will have at least ten minutes to eat their breakfast from the time students are seated.” (This statement may be omitted if school does not serve breakfast.
- Rationale
 - Support for this policy
- Reinforcement
 - How this policy will be communicated to appropriate people
 - “This policy will be reviewed each year and when schedule changes are being made.”

Gold #3 E: Bans Advertising Policy

- Intent
 - “Advertising of less nutritious food is banned”
 - Describe how healthy choices will be promoted
- Rationale
 - Support for this policy
- Reinforcement
 - How this policy will be communicated to appropriate people
 - “This policy will be reviewed each year”
 - If there are any consequences to violating this policy they should be listed here

Gold #3F: Food Service Training Policy

- Intent
 - “Food service staff must receive adequate training or certification before hire or within six months of hire.”

- List the training(s) your school will require
- “Food service staff must attend professional development training every ____ years.”
- ❑ Rationale
 - Support for this policy
- ❑ Reinforcement
 - How this policy will be communicated to appropriate people
 - “This policy will be reviewed each year”

Gold #3G: Non-Food Fundraisers Description

- ❑ A statement that the school no longer participates in food fundraisers
- ❑ A list of the fundraisers the school held throughout the year

Gold #3H: Consider Students Needs Description

- ❑ A description of how students input was received when making changes to the school’s nutrition environment
- ❑ A description of the changes made from student input

Gold #3I: Recess Before Lunch Policy

- ❑ Intent
 - “Recess will be scheduled **immediately** before lunch”
 - Include recess and lunch bell schedule
- ❑ Rationale
 - Support for this policy
- ❑ Reinforcement
 - How this policy will be communicated to appropriate people
 - “This policy will be reviewed each year”

Criteria Menu

Provide policies/descriptions for five of the following Criteria Menu options

Criteria Menu #1: Walk to School Day

- ❑ The date of the event
- ❑ A description of how the event was promoted
- ❑ A description of what was done on the day of the event

Criteria Menu #2: Jump Rope/Hoops for Heart

- ❑ The date of the event
- ❑ A description of how the event was promoted
- ❑ A description of what was done on the day of the event

Criteria Menu #3: Grocery Store Tours

- ❑ The name of the tour(s) the school participated in
- ❑ Dates of the tours
- ❑ The location of the store(s) the students visited
- ❑ How many classes went on the tour

Criteria Menu #4: School Walk for Diabetes or Other Health Related Walk

- ☐ Date of the event
- ☐ A description of how the event was promoted
- ☐ A description of what was done on the day of the event

Criteria Menu #5: Truth From Youth

- ☐ The number of classrooms or students that participated in the ad campaign
- ☐ A description of any education the students received or other events that accompanied the ad contest

Criteria Menu #6: Tobacco Prevention Program

- ☐ Which tobacco prevention curriculum was used
- ☐ Which grade levels the curriculum was used in

Criteria Menu #7: Cafeteria Connections

- ☐ A description of how Cafeteria Connections was utilized in the classroom and in the lunchroom

Criteria Menu #8: HealthierUS Challenge

- ☐ A description of the process the school went through to become a HealthierUS Challenge School

Criteria Menu #9: National Health Campaign

- ☐ Which national health campaign the school participated in
- ☐ A description of the activities that were held throughout the day, week or month to promote the health campaign

Criteria Menu #10: Olympic Field Day

- ☐ The date of your Olympic Field day
- ☐ A description of the activities the students will participate in

Criteria Menu #11: Student and Community Use of PA Facilities

- ☐ A statement that students and the community are allowed to use the school's facilities and equipment
- ☐ A list of what facilities they are allowed to use

Criteria Menu #12: School Health Council

- ☐ A list of members on the School Health Council
- ☐ A list of some meeting topics

Criteria Menu #13: No Withholding P.E. or Recess Policy

- ☐ Intent
 - ☐ "P.E. and recess will not be withheld from a student or class as a punishment."
 - ☐ Include alternate options
- ☐ Rationale

- Support for this policy
- ❑ Reinforcement
 - How this policy will be communicated to appropriate people
 - “This policy will be reviewed each year”

Criteria Menu #14: Continuing Education Policy

- ❑ Intent
 - “All teachers who teach physical education, tobacco use prevention, or nutrition will attend one training or in-service annually.”
 - Describe who determines appropriate trainings or in-services
- ❑ Rationale
 - Support for this policy
- ❑ Reinforcement
 - How this policy will be communicated to appropriate people
 - “This policy will be reviewed each year”

Criteria Menu #15: Breakfast and Lunch Policy

- ❑ Intent
 - “All students shall have the opportunity to receive breakfast and lunch at school.”
- ❑ Rationale
 - Support for this policy
- ❑ Reinforcement
 - How this policy will be communicated to parents, faculty, staff, and other appropriate people
 - “This policy will be reviewed each year”

Criteria Menu #16: President’s Challenge

- ❑ Which grades participated in the President’s Challenge
- ❑ Which test they did
 - Physical fitness test
 - Health fitness test
- ❑ A description of any special events that accompanied the President’s Challenge

Criteria Menu #17: Golden Sneaker

- ❑ Which grades participated in the Golden Sneaker Awards
- ❑ A description of any special events that accompanied the Golden Sneaker Awards